

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

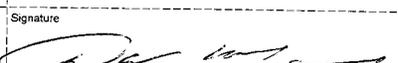
2. Reason for Submission <input checked="" type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input type="checkbox"/> New <input type="checkbox"/> Other		3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field	4. Employing Office Location Orlando, FL	5. Duty Station Orlando, FL	1. Agency Position No. <b>NL1003100</b>
Explanation (Show any positions replaced) Replaces <b>NL08459002</b>		7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests	9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6. OPM Certification No.
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) SES (Gen.) <input type="checkbox"/> SES (CR)	11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither	12. Sensitivity <input type="checkbox"/> 1- Non-Sensitive <input type="checkbox"/> 3- Critical Sensitive <input checked="" type="checkbox"/> 2- Noncritical Sensitive <input type="checkbox"/> 4- Special Sensitive	13. Competitive Level Code 12-15
		14. Agency Use			

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management						
b. Department, Agency or Establishment						
c. Second Level Review						
d. First Level Review	Operations Research Analyst	GS	1515	12		
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title)	17. Name of Employee (if vacant, specify)
18. Department, Agency, or Establishment DEPARTMENT OF THE ARMY (DA)	c. Third Subdivision DIRECTORATE FOR STRAT PLNG & INTEG (Z)
a. First Subdivision US ARMY MATERIEL COMMAND (AMC)	d. Fourth Subdivision COMMAND ANALYSIS & INTEG DIVISION (ZA)
b. Second Subdivision SIM, TRNG & INST COMMAND (STRICOM)	e. Fifth Subdivision

19. Employee Review— This is an accurate statement of the major duties and responsibilities of my position.

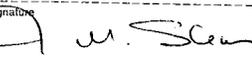
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violation of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor MACK R. PERRY, CH, CMD ANAL & INTEG DIVISION	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) DAVID W. MANNING, DIR FOR STRAT PLNG & INTEG
Signature:  Date: 12 Apr 96	Signature:  Date: 12 Apr 96

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position  
USOPM PCS, GS-1515, OPNS RESEARCH SERIES, 07/95.

Typed Name and Title of Official Taking Action  
JAMES M. SKURKA, DEPUTY TO THE COMMANDER

Signature:  Date: 12 Apr 96

23. Position Review	INITIALS	DATE								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

Remarks  
POSITION IS AT THE FULL PERFORMANCE LEVEL. BUS: 7777

25. Description of Major Duties and Responsibilities (See Attached)

### INTRODUCTION

This position is located in the Command Analysis and Integration Division of the Directorate for Strategic Planning and Integration at Simulation, Training and Instrumentation Command (STRICOM) a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of Army training devices, simulations, simulators, instrumentation, targets threat simulators and Distributed Interactive Simulation (DIS). The mission includes cradle to grave life cycle acquisition beginning with tech base programs and following through with each phase of the acquisition process. The Commander centrally directs, coordinates and supports the materiel development, acquisitions and sustainment activities through the functional matrix organization and four Project Managers (PMs). Division responsibilities include command analysis, performance measurement and horizontal integration.

### MAJOR DUTIES

1. Using statistical, mathematical and modeling techniques, develops, analyzes and validates life cycle cost estimates prepared for complex simulator, training and instrumentation systems. Participates as a member of a multi-disciplinary team to develop and document a fully supportable and defensible life cycle cost estimate. Provides input to the development methodology, presentation, documentation and format of cost estimates as well as the treatment of inherited assets, residual value, application of inflation and escalation indices and other cost analysis issues. Coordinates with Headquarters AMC (HQAMC) and U.S. Army Cost and Economic Analysis Center (CEAC) for review and validation of major STRICOM system estimates. Utilizes computer databases and statistical analysis tools such as regression analysis, confidence testing, curve fitting, statistical inference, etc. to provide input to improvement of the STRICOM Cost Analysis processes and methodologies. 25-30%
2. Participates in the application of Contractor Performance Measurement (Cost/Schedule Control Systems Criteria (C/SCSC)), Cost Performance Reporting (CPR), Cost/Schedule Status Reporting (C/SSR), etc. on STRICOM development and acquisition contracts. Participates in Integrated Baseline Reviews (IBR) to assure that the contractor's performance measurement system is in compliance with the C/SCSC and has been effectively applied to the STRICOM contract. Analyzes contractor cost and schedule performance, identifies unfavorable trends and develops independent estimates at completion. Provides input to independent analysis and program assessment to Project Directors, STRICOM Program Managers, the STRICOM Commander and HQAMC as required. 25%

4. Participates as Source Selection Evaluation Board (SSEB) member in the conduct of the cost realism evaluation portion of the STRICOM source selection process. Provides input to the cost proposal/evaluation sections of the Request for Proposal (RFP), Proposal Evaluation Plan (PEP) and Proposal Evaluation Report (PER) in support of "best value" determinations. Evaluates and participates in discussions pertaining to the proposed cost and contractor performance management/reporting plan. 25%

5. Provides input to comprehensive analyses and special studies as requested. Analyses involve a broad spectrum of Modeling and Simulation issues and include economic analyses of alternative investment decisions, Horizontal Integration related studies evaluating and recommending organizational assignments, cost/benefit analyses evaluating various alternative program/organizational concepts, command performance measurement and trend analysis. Results of analyses are presented to the STRICOM ESC/Commander and have significant impact on STRICOM programs, organization and operations. 20-25%

Performs other duties as assigned.

**FACTOR 1 KNOWLEDGE REQUIRED BY THE POSITION**

- Working knowledge of mathematics, statistics and operations research theories and analysis methodologies and their application to Cost and Economic Analyses.
- Working knowledge of DOD, DA, AMC and STRICOM Cost Analysis processes, procedures, requirements and governing policy as well as regulatory guidelines. Includes working knowledge of the Federal Acquisition Regulation (FAR) and its applications to the DOD contractual source selection process.
- Working knowledge of the Cost/Schedule Control Criteria (C/SCSC) and the policies and procedures necessary to review major DOD contractor internal management systems. Also required is a working knowledge of Cost Performance Report and Cost Schedule Status Report methodologies.
- Ability to apply Operations Research techniques to perform Cost and Economic Analyses and quantitative studies in support of major program decisions.
- Ability to analyze contractor cost and schedule performance measurement reports and to identify unfavorable cost and/or schedule performance trends impacting system delivery and/or cost at completion.
- Ability to evaluate and summarize technical data and to develop a recommended course of action based on results of analysis.

- Skill in both oral and written communications to present the results of evaluations (orally and in writing) and to make specific recommendations from findings.

**FACTOR 2 SUPERVISORY CONTROLS**

Work is performed under general supervision of the Command Analysis and Integration Division Chief. Additional guidance and direction is provided by a senior analyst. Work is performed primarily independently but some instruction may accompany new or unusual assignments. Unusual situations are referred to the supervisor or the senior analyst. Completed work is subject to fairly cursory review and is evaluated in terms of meeting established goals, compliance with established policies and procedures and overall effectiveness of the program support provided.

**FACTOR 3 GUIDELINES**

Guidelines consist of STRICOM, AMC, DA and Office of the Secretary of Defense (OSD) cost and economic analysis policies, directives, and regulations. Guidelines also include the Federal Acquisition Regulations (FAR). When guidelines are not definitive, the employee refers the issue to senior analyst or supervisor for assistance and/or resolution.

**FACTOR 4 COMPLEXITY**

Work assignments involve participation as a multi-disciplinary project team member to develop Program Life Cycle Cost Estimates (PLCCEs), Economic Analyses and Cost Realism Evaluations in support of STRICOM, HQAMC and Department of the Army (DA) major milestone decisions and major acquisition programs. Incumbent works with a senior analyst to determine the scope of the analysis, the plan and methodology, technical inputs and the results of the analysis. Applies operation research theories to provide input to the improvement of the STRICOM resource allocation and execution process.

**FACTOR 5 SCOPE AND EFFECT**

Serves as a team member responsible for input to the estimated cost of STRICOM major system development and acquisition programs. Input to estimates serve as the primary cost information supporting STRICOM, AMC and DA program milestone decision reviews and will effect the determination to continue or terminate the program. Analyses are used by STRICOM PMs, HQAMC and DA staff to monitor and control the cost and schedule performance of major STRICOM development and production programs. The results of the Cost Realism Evaluations represent the Government evaluated cost in all STRICOM "best value" source selection decisions. Input provided supports evaluations that must be conducted in accordance with the FAR and must be sustainable under contractor protest in Federal Court.

**FACTORS 6/7 PERSONAL & PURPOSE OF CONTACTS**

Persons contacted include STRICOM Project Directors, technical team members representing each Directorate, Program Managers and the Command Staff. Additionally, estimates and analyses are coordinated with HQAMC and DA staff. Purpose of contacts is to compile programmatic and technical information to estimate and/or evaluate the cost of STRICOM programs, as well as to brief the results of the analyses and present recommendations.

**FACTOR 8 Physical Demands**

The work is primarily sedentary.

**FACTOR 9 Work Environment**

Work is performed in a typical office setting.

**NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# NE 005-001**

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."